



**DOMESTIC VIOLENCE COORDINATING COUNCIL
MEDICAL COMMITTEE
DRAFT Minutes**

October 9, 2019

10:00 a.m.

Middletown Police Department

In Attendance: Dr. Margaret Chou (DVCC), Kathy Hudson –SANE Nurse (Nanticoke Memorial Hospital) and via teleconference Niki Morris, SANE Nurse (Beebe Hospital) and Courtney Winkler (DCADV)

DVCC Staff present: Dayna Belfiore and Maureen Monagle

The Committee acknowledges that there are no minutes from the April 4, 2019 Committee meeting available for approval.

I. Old Business

a. The Domestic Violence Resource Manual

i. The Committee began to review and discuss revisions for section I, II, and III of the manual.

1. Section I- Introduction

- a. Along with research and language updates, the Committee agreed that the manual should aim to use data from medical sources (i.e. CDC, WHO, AMA, medical journals), when available.
- b. The format of the manual will contain grouped topics to allow for providers to easily access the information they are looking for without having to search through several different sections.

2. Section II- Legal Mandates and Recommendations

- a. The Committee agreed that it would be helpful to update the clinical illustrations to include hypothetical scenarios involving mandated reporting. Additionally, a trauma-informed script for providers to use when a situation requires reporting will be added to the manual. The Committee agreed that it would be helpful to have input from OCA and/or DOJ.

To achieve this, the Committee will invite the OCA or DOJ to attend Committee meetings and/or share a presentation or mini-training on mandated reporting at the next Committee meeting. The Committee agreed to remove portions of Section I which are no longer relevant.

3. Section III-Screening for Domestic Violence-

- a. The Committee agreed that the manual will continue to encourage providers to conduct universal screenings. The committee will continue to discuss the specifics of what to include and where to place the screening section within the manual.
- ii. Survey Questions: A survey is being conducted to capture feedback from providers on other ways the resource manual can be revised to be more helpful. The Committee agreed on 5 questions to include in the brief-survey which will be widely disseminated.

II. New Business

b. Strategic Planning

- i. The Committee hopes to complete the revision within one year with an anticipated review date by the DVCC Committee during the December 2020 quarterly meeting. The hope is to disseminate the manual in January 2021. The committee recognizes that the date of completion will be dependent on the amount of revisions required. The top priority will be to produce a quality manual versus rushing revisions to meet a one-year deadline. In order to allow for fulsome and quality discussion around the revisions, a workgroup will be formed which will meet on a monthly basis. All Committee members are welcome and encouraged to join, schedules permitting.
- ii. The Committee will continue to discuss additional areas of focus, research and data collection to work on while revisions are underway.

II. Future Meetings

- 1. DVCC Medical Resource Manual Revision Workgroup will meet next on November 13, 2019 at 10:00 a.m. at Middletown Police Department.
 - a. Committee members should continue to review the manual and make notes about ideas/changes.
 - b. DVCC Staff will begin revisions and continue to conduct research for inclusion in the revised manual.
- 2. DVCC Medical Committee will meet next on January 8, 2020 at 10:00 a.m.
 - a. Dayna will send invites for the next meeting.